



DEPARTMENT OF THE ARMY
UNITED STATES ARMY TEST AND EVALUATION COMMAND
4501 FORD AVENUE
ALEXANDRIA VA 22302-1458



Commander's Policy #6

CSTE-EO (600-20b)

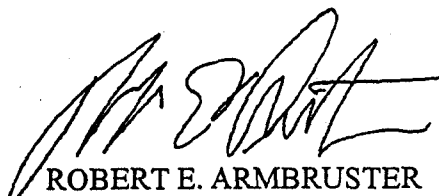
25 March 2003

MEMORANDUM FOR ALL ATEC PERSONNEL

SUBJECT: Commander's Policy #6 - Consideration of Others (CO2) Program

1. The Army Test and Evaluation Command is committed to the Consideration of Others program as an imperative part of its military readiness. The CO2 program is a tool that cultivates a positive command climate, in which everyone treats each other with dignity and respect. This creates a stronger, more cohesive and productive work force. Consideration for others is defined as "those actions that indicate a sensitivity to and regard for the feelings and needs of others and an awareness of the impact of one's own behavior on them; being supportive of and fair with others." Consideration of others is more than a policy—it should be a way of life.
2. The Equal Opportunity Office is the ATEC proponent for implementation of the CO2 program within ATEC. Consideration of Others is a commander's program that will include all military and civilian personnel assigned to ATEC and its subordinate commands/activities. Commanders, directors, leaders, and managers are responsible for the training of their personnel.
3. I have personally selected the CO2 topics for FY 03, which meet the needs of ATEC at this time. The list of CO2 topics for FY 03 is attached as enclosure 1. Each command will report all training completed to their Equal Opportunity Office on a quarterly basis. A format for the Facilitator After Action Report is attached as enclosure 2.
4. I expect all serving within ATEC to support and actively participate in the CO2 program. The success of the CO2 program is dependent upon leadership involvement and commitment at all levels.

- 2 Encls
1. CO2 Topics
2. Facilitator After Action Report


ROBERT E. ARMBRUSTER
Major General, USA
Commanding

DISTRIBUTION:
BE

Enclosure 1
ATEC Topics for Consideration of Others Training
FY 03

First Quarter – Diversity in the Workplace

Second Quarter – Discrimination (Institutional)

Third Quarter – Conflict Resolution

Fourth Quarter – Perceptions & Stereotypes

Enclosure 2
Facilitator After Action Report

1. Facilitator's Name:
2. Organization/Directorate:
3. Session Date/Quarter:
4. Topic:
5. Attendance:

| | Assigned | Present | Percentage Attended |
|----------|----------|---------|---------------------|
| Military | | | |
| Civilian | | | |

6. What issues did you encounter while facilitating the discussion?
7. Were the issues resolved, and if so, how?
8. Did the group meet the objectives? If not, can you identify any barriers?
9. Did all group members participate? If not, how did you encourage participation?
10. What areas went well?
11. What could have been better?
12. Were any managers/supervisors present? If so, please indicate their level of participation.
13. Do any issues need to be addressed in another format, such as EO/EEO, Commander, or IG?